

SKEEBY PARISH COUNCIL

Minutes of the Ordinary Meeting held on Thursday, 28th November 2024 at 7pm in Skeeby Jubilee Village Hall

There was a 10 min open public speaking session prior to meeting

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Attendees - Councillors (Cllrs) – I Moreton (Chairman) (IM). J Budden (JB). J Frankland (JF). K Richardson (KR).
Clerk - Nadine Dudman (ND) & 5 residents

1. Apologies

- 1.1 Apologies for absence were given by County Cllr Angus Thompson (AT)
- 1.2 The reasons for absence were approved.

2. Declaration of Interest

- 2.1 to receive any declarations of interest from Councillors on items on the Agenda. There were none raised.

3. Minutes from the last meeting

- 3.1 The Minutes of the Ordinary Meeting of the parish council held Thursday, 26th September 2024 were agreed as a true and accurate record.
- 3.1.2 A representative of Skeeby Village Hall requested that the Minutes are updated to redact her as specifically named. The organisation is run by a Committee & not an individual so should be address as Skeeby Village Hall. This was approved by all & actioned at the meeting

4. County Councillors report

A report was received from County Cllr Angus Thompson, a copy of which is filed with these minutes.

5. Police bulletin

- 5.1 The Police report for October 2024 was received.
- 5.2 Cllr IM mentioned Skeeby is not listed separately. Clerk ND to contact Sergeant Lauren Wilkinson of North Yorkshire Police to find out why

NEXT UPDATE DUE – 30th January 2025

ACTION – CLERK ND

6. to receive information on the following on-going issues & decide on further action where necessary

- 6.1 Vehicle Activated Signage (VAS) – to receive information relating to funds available form the Skeeby Solar farm project / Lottery. Cllr JF re-confirmed the costs of the sign, post, installation & on-going maintenance. It was agreed that a package to fund all the costs would be submitted to the Skeeby Solar Farm fund management company Harmony Energy as soon as possible & before the end of February 2025.

APPROVED BY ALL

NEXT UPDATE DUE – 30th January 2025

ACTION – JF

6.2 Community Speed Watch (CSW) – an update was received from Cllr JF. He shared print outs of possible Community Speed Watch signage for consideration which included types that could be attached to posts in the Village by temporary means such as cable ties costing approximately £16 each. There are also stickers for wheelie bins available. A Resident offered to pay for the temporary signs in effort to speed up the installation. Cllr JF also advised that the CSW Team had been deployed during differing times / days since the last meeting. Over 120 vehicles had been recorded reaching speeds in excess of 35 mph, the highest being 42 mph, sadly there are some repeat Vehicle Registrations. He confirmed that letters are indeed being sent out to the Registered Owners. Cllr JF advised he will ask North Yorkshire Police to re-lay the "data collection strips" which were previously placed about 18 months ago in order to help provide essential information to enable the CSW team to better understand the most effective times to deploy

APPROVED BY ALL

NEXT UPDATE DUE – 30th January 2025

ACTION – JF

6.3 Best Kept Village Competition

6.3.1 sign to celebrate "best newcomer" win. Cllr IM shared the approved template from The Rotary Club. It was agreed that due to the size & layout of this a more discrete plaque would be created & mounted on the notice board outside The Village Hall. Cllr KR advise he will obtain & confirm a price to produce this. Cllr IM commented that he was quoted £37 + VAT for the current approve template

APPROVED BY ALL

NEXT UPDATE DUE – 30th January 2025

ACTION – KR

6.3.2 2025 entry criteria. Cllr Ian Moreton advised he has not received this as yet

NEXT UPDATE DUE – 30th January 2025

ACTION – IM

6.4 Training - "Induction for Clerks' provided by YLCA at the cost of £70 at October 2024 meeting. Clerk ND advised she had not yet been able to complete this but plans to do so in the New Year.

NEXT UPDATE DUE – 30th January 2025

ACTION – CLERK ND

6.5 Parish Council Communications - to receive an update from Clerk ND on the following

6.5.1 designated mobile phone

Clerk ND reported that she is concerned about setting up a contract with providers such as GifGaff as in her experience it is likely that it will need to be in an individual's name rather than the Parish Council as an organisation. In the long term this will make it difficult to transfer it to a new Clerk if the need should arise. Further exploration is required

NEXT UPDATE DUE – 30th January 2025

ACTION – CLERK ND

6.5.2 access to Bank Accounts

Clerk ND reported that the Bank has been in contact asking for further details despite already visiting to provide this information. Cllr JB also advised that the Bank had been in touch with him asking for clarification of personal details about Clerk ND. Clerk ND spoke to the Bank & will continue to do so until the matter is resolved

NEXT UPDATE DUE – 30th January 2025

ACTION – CLERK ND

6.5.3 new email address / host

6.5.4 new website / host

Clerk ND reported that she has been investigating this further. Mark Codman, Parish Liaison and Local Devolution Manager, Localities at North Yorks Council advised that very recently the YLCA have created a "Small Parish Packages" solution which will cover all aspects of this & likely include secure document storage. Cllr IM commented that the current website hosting package expires in February 2025 so this needs to be clarified & decided upon at the next meeting on the 30th January 2024.

NEXT UPDATE DUE – 30th January 2025

ACTION – CLERK ND

6.5.5 postal address

Clerk ND advised that she is happy for bank statements to come to her home address but not for it to be the general contact address. She offered the solution of using the Parish Council's Auditor Ian Crisop Accountancy. She has consulted with him & he has agreed to this without any charge. Cllr JF commented it is usually the current Clerk's home address. Cllr IM mentioned that he was happy for his home address to be used. A representative from The Village Hall offered for post to be delivered there but there is no post box fitted & all items are forwarded to her home address. Clerk ND advised she will obtain written confirmation of no cost & agreement from Ian Crisop.

APPROVED BY Cllrs KR & JB

ACTION – CLERK ND

NEXT UPDATE DUE – 30th January 2025

6.6 resignation of Councillor Rosslyn Dixon. Clerk ND advised the latest guidelines for processing the Resignation from Democratic Services at NYC. Further clarification is needed.

NEXT UPDATE DUE – 30th January 2025

ACTION – CLERK ND

6.7 publication of Parish Council Minutes / Agenda in the Darlington & Stockton Times. Cllr JB requested we explore the possibility of re-instating this.

NEXT UPDATE DUE – 30th January 2025

ACTION – CLERK ND

7. Play Parks

7.1 latest play parks inspection - to receive the latest report

7.2 missing "No ball games" sign in Springfield. Cllr IM confirmed the cost for a new sign of £37 + VAT. The purchase was unanimously agreed by all, Cllr IM to arrange for the sign to be produced & mounted before the next meeting in January 2025

APPROVED BY ALL

NEXT UPDATE DUE – 30th January 2025

ACTION – IM

7.3 Community Gardens Funding. It was mentioned that Linden Road could be suitable for consideration as this area is used less than the Play Park in Springfield. However, Cllr JB advised that it will take considerable work to convert the area to a Community Garden as before the houses were built in Linden Road it was a quarry. It was agreed to shelve this idea for now.

APPROVED BY ALL

STATUS – CLOSED / COMPLETED, NO FURTHER ACTION

7.4 Gate PIN in Springfield requires attention. Cllr IM advised he doesn't have an existing tool to fix the problem, he may have to make one. Cllr KR advised he will take a look & repair if possible.

NEXT UPDATE DUE – 30th January 2025

ACTION – KR

7.4 Removal of moss. Cllr JB advised that he will spray both Linden Road & Springfield Play Parks going forward with "Wet & Forget". The Cllrs requested more treatment is required costing approximately £40 + VAT for 5 litres. It was agreed to purchase more as soon as possible. Cllr IM advised the previous Clerk arranged the purchase.

APPROVED BY ALL

NEXT UPDATE DUE – 30th January 2025

ACTION – CLERK ND & JB

7.5 Cutting back of trees. It was unanimously agreed that the trees would be cut back after the leaves have dropped as it will be easier to determine which branches are to be removed. Cllr JB commented that a contractor may be required for the job

NEXT UPDATE DUE – 30th January 2025

ACTION IM / JB / KR / JF

8. Village Green

8.1 to receive a report of any issues relating to The Village Green

8.1.2 bench in bus shelter – The Parish Councillors advised that the bench was successfully installed & has been greatly received by the Residents with some positive feedback on the Skeeby News & Events Facebook page

STATUS – CLOSED / COMPLETED, NO FURTHER ACTION

8.1.3 bus shelter light – Cllr JB advised that a Resident replaced the bulb without charge to the Parish. A thank you note was requested to be sent.

NEXT UPDATE DUE – 30th January 2025

ACTION CLERK ND

8.1.4 beech tree – at the September 2024 meeting Cllr IM reported that Martyn Goldsbrough of Forestry & Landscaping had completed an inspection of the tree. Martyn Goldsbrough advised there is no immediate action required but needs to be monitored. Cllr IM to obtain written confirmation from Martyn Goldsbrough

NEXT UPDATE DUE – 30th January 2025

ACTION IM

8.1.5 bulb Planting – The Parish Councillors advised that the bulbs have been planted. The Contractor, Excalon are re-imburse the cost. Clerk ND to contact them & request payment

NEXT UPDATE DUE – 30th January 2025

ACTION CLERK ND

8.1.6 Richmond Road refurbishment – Cllr JB advised there are un-sightly spots of tarmac & spray markings left on the pavement following completion of the works, could we ask NYC Highways to remove them.

NEXT UPDATE DUE – 30th January 2025

ACTION CLERK ND

8.1.7 footpath near school house – Clerk ND advised she has been in touch with Zetland Estates regarding this. The feedback is there have not been no works completed by them & we should consult with whoever has carried out works. Further investigation is required.

NEXT UPDATE DUE – 30th January 2025

ACTION CLERK ND & JB

8.1.8 overflowing public bin in Springfield playpark – Clerk ND advised that Julie Toombes of NYC said the bins in the play park are not emptied by NYC, they were taken back by the Parish Council a while ago. It's up to the Parish Council to empty them unless we pay for NYC to do so. The Cllrs commented that the Parish Council does not have the means to empty the bins nor has any recollection of this being the case. The next course of action is to involve County Cllr Angus Thompson along with carrying out further investigations.

NEXT UPDATE DUE – 30th January 2025

ACTION CLERK ND

8.1.9 Bridal Way sign opposite Oliver Lane – Clerk ND advised she will explore the possibility of replacing this with NYC.

NEXT UPDATE DUE – 30th January 2025

ACTION CLERK ND

8.1.10 repair of railings opposite St Agatha's Church – the Clerk ND advised these have now been repaired. Cllr JB commented the work was completed by one of the contractors he recommended the Parish Council put forward to NYC to complete the works.

STATUS – CLOSED / COMPLETED, NO FURTHER ACTION

8.1.11 becks – the Clerk ND confirmed the work had been completed. Cllr JB advised he took a quick look afterwards & thought it had been carried out to a satisfactory standard

STATUS – CLOSED / COMPLETED, NO FURTHER ACTION

8.1.12 Skeeby Manor – Cllr JB advised he has received reports of vehicles being parked on the grassed area outside Skeeby Manor which is part of The Village Green given the wet weather there are tyre tracks appearing. Cllr JF mentioned he had also noticed this so he spoke to the Contractors working nearby asking them to park on the road instead. The business owner apologised & advised this would not happen going forward.

STATUS – CLOSED / COMPLETED, NO FURTHER ACTION

8.1.12 Grounds / Maintenance quotation from North Yorkshire Council (NYC) – the Councillors unanimously agreed to accept the quotation from NYC to mow the greens, verges, play areas & clear the becks for 2025 / 6 costing £2,076.86 + VAT. Clerk ND to return the signed Agreement to NYC

NEXT UPDATE DUE – 30th January 2025

ACTION CLERK ND

9. Planning Matters

9.1 to review & agree response to any Planning Applications.

None received

9.1.2 building site 42 Richmond Road breach in Saturday working hours complaint submitted to Planning Enforcement Officer on Monday 28th October 2024. Cllr IM commented that the action taken by The Parish Council seems to have resolved the matter.

STATUS – CLOSED / COMPLETED, NO FURTHER ACTION

9.1.3 number 39 Richmond Road gas service disconnection by Northern Gas networks – X1718138. Cllr IM commented that the works were completed on Friday 1st November 2024 without any disturbance to The Village Green. Cllr JB advised that following advice from the Clerk ND he took photographs before the work started in-case of any discrepancies with re-instatement.

STATUS – CLOSED / COMPLETED, NO FURTHER ACTION

10. Finance

10.1 the Clerk ND updated The Parish Council on the following payments received / to be approved. Cllr IM to arrange payments were necessary.

ACTION IM

10.2 To agree the following payments out

10.2.1 Clerk's salary – September, October, November	£400.00 (estimated, TBC)
10.2.2 HMRC (Employee Tax)	£100.00 (estimated, TBC)
10.2.3 Clerk's expenses (paper & ink for own printer)	£ 38.47
10.2.4 Information Commissioners Office (ICO)	£ 40.00
10.2.5 CHT – Village Emergency Telephone System Yr 6	£120.00
10.2.6 Daffodil Bulbs (payment to Cllr Ian Moreton)	£ 50.00
10.2.7 T-Bar white lines in Pear Tree Close	£262.97

The Cllrs advised that 50% of the fee is to be recovered from 3 Residents in Pear Tree Close. Clerk ND to liaise with Resident who is leading the project regarding this.

NEXT UPDATE DUE – 30th January 2025

ACTION CLERK ND

10.3 To note the following payments in

Second payment of Precept 2023 / 4 £3,500.00

11. Precept

11.1 the budget for the Year 2025 / 6 was discussed at length. The previous years costs along with the forecast were used to make the decision to apply for in increase in Precept for the next year 2025 / 6 from £7,000 to £7,300. Clerk ND to submit the request before the 31st December 2024 deadline.

NEXT UPDATE DUE – 30th January 2025

ACTION CLERK ND

12. Skeeby Solar Farm Annual Funding – opening May 2025

12.1 currently funding is being sought for items 6.1 Vehicle Activated Signage (VAS) & 6.2 Community Speed Watch (CSW). During this discussion Clerk ND advised the best way to apply for a share of the annual funding is to collate packages to include all that's needed for a particular project of benefit to the Village.

STATUS – ON-GOING, TO BE DISCUSSED AS / WHEN REQUIRED

13. Skeeby Christmas Lights 2024

13.1 the fundraisers requested feedback from the Parish Council on the causes who should benefit. Whilst the Cllrs were very grateful for the request it was agreed that it is to be left the organisers to decide. Clerk ND to confirm.

NEXT UPDATE DUE – 30th January 2025

ACTION CLERK ND

Minutes approved by Cllr Ian Moreton Signed _____ Date _____

14. Outgoing Parish Clerk – Sam Perks. Thank you card

14.1 The Cllrs openly accepted the thank you & were very pleased the gift was greatly received by Sam.

STATUS – CLOSED / COMPLETED, NO FURTHER ACTION

15. Correspondence (emails received since last meeting Thursday, 26th September 2024)

North Yorkshire Highways – carriageway patching

Cllr IM asked what these related to. Clerk ND advised it's for planned road repairs in Skeeby or immediately surrounding areas.

Holmdale Nature Network

Cllrs commented that we will continue to support the cause where possible. Cllrs JB & IM commented that there had been 4 replies to recent questionnaire Holmdale sent out. These have been returned to them.

Hambleton & Richmondshire Bus Users Group (HarBus)

Cllr IM commented that the late night bus has been re-instated from Richmond, a welcome return.

North Yorkshire Council – sandbag support

Cllr IM asked the other Cllrs if there is need for this type of support in The Village. Cllr JB advised it is very un-likely.

VE Day 8th May 2025 – to added to the January 2025 Agenda for discussion

Rural EV Charging – electric charging points – to be added to the January 2025 Agenda for discussion

Cllrs agreed that both these items should be added to an Agenda for further discussion

16. items for the next Agenda

Dog fouling prevention measures

VE Day 8th May 2025

Rural EV Charging – electric charging points

Funding from National Lottery

16. date & time of next meeting

The next meeting will be held on Thursday 30th January 2025 at 7pm, in the Jubilee Village Hall